



#### State Water Resources Control Board

Division of Drinking Water

March 9, 2015

Mike Powell, General Manager Rand Communities Water District P.O. Box 198 Randsburg, CA 93554

RE: RAND COMMUNITES WATER DISTRICT (WATER SYSTEM NO. 1510016)
COMPLIANCE ORDER FOR VIOLATION OF ARSENIC MCL

Enclosed is Compliance Order No. 03-19-15R-004 that the State Water Resources Control Board, Division of Drinking Water (hereinafter Division) is issuing to Rand Communities Water District (hereinafter District) for a violation of the California Safe Drinking Water Act. The District has been serving water to consumers that fails the primary maximum contaminant level (MCL) for arsenic of 0.010 milligrams-per-liter. As discussed in the compliance order, the District shall develop and implement a plan to resolve the arsenic MCL violation and ensure that water served to consumers meets all drinking water standards.

Please note that on or before April 9, 2015, the District is required to submit a written response to the Division indicating its agreement to comply with the directives of the compliance order and with the Corrective Action Plan addressed in the said compliance order. On or before June 9, 2015, the District is required to present the Corrective Action Plan required under Directive No. 6 of the compliance order, to the Division in person at the Division's office located at 4925 Commerce Drive, Suite 120, Bakersfield, California 93309. Deadline to achieve compliance with the arsenic MCL is March 9, 2018. Until the Division determines that the District is in compliance with the arsenic MCL, you must continue to provide quarterly public notification for arsenic. After providing quarterly public notification, a copy of the public notice along with a completed Certification of Public Notification form (Attachment C of the compliance order) should be submitted to the Division's Bakersfield office. Failure to comply with deadlines and directives specified in the compliance order will result in further enforcement action by the Division.

If you have any questions regarding this matter, please contact me at (661) 335-7318 or Carl Carlucci, Supervising Sanitary Engineer at (559) 447-3131.

Sincerely,

Jaswinder S. Dhaliwal, P.E.

Senior Sanitary Engineer, Tehachapi District Southern California Drinking Water Field Operations Branch

DIVISION OF DRINKING WATER

Enclosure:

Compliance Order No. 03-19-15R-004

CC: Kern County Environmental Health Services Department (w/out enclosure)

### **CALIFORNIA**

## STATE WATER RESOURCES CONTROL BOARD DIVISION OF DRINKING WATER

TO: Rand Communities Water District (System No. 1510016)
ATTN: Michael Powell, General Manager
P.O. Box 198
Randsburg, CA 93554

### COMPLIANCE ORDER NO. 03-19-15R-004

#### **FOR**

# VIOLATION OF HEALTH AND SAFETY CODE SECTION 1166555 (a)(1) AND THE PRIMARY DRINKING WATER STANDARD FOR ARSENIC Dated March 9, 2015

The State Water Resources Control Board (hereinafter "Board"), acting by and through its Division of Drinking Water (hereinafter "Division") and the Deputy Director for the Division (hereinafter "Deputy Director"), hereby issues this compliance order (hereinafter "Order") pursuant to Section 116655 of the California Health and Safety Code (hereinafter "CHSC") to Rand Communities Water District for violation of CHSC section 116555(a)(1) and Title 22, California Code of Regulations (hereinafter "CCR"), Section 64431.

1	APPLICABLE AUTHORITIES				
2	CHSC, Section 116555(a)(1) states in relevant part:				
3	(a) Any person who owns a public water system shall ensure that the system does all				
4	of the following:				
5	(1) Complies with primary and secondary drinking water standards.				
6	CHSC, Section 116655 states in relevant part:				
7	(a) Whenever the department determines that any person has violated or is violating				
8	this chapter, or any permit, regulation, or standard issued or adopted pursuant to this chapter, the director may issue an order doing any of the following:  (1) Directing assembliance forthwith				
10	<ul><li>(1) Directing compliance forthwith.</li><li>(2) Directing compliance in accordance with a time schedule set by the department.</li></ul>				
11	(3) Directing that appropriate preventive action be taken in the case of a threatened				
12	violation. (b) An order issued pursuant to this section may include, but shall not be limited to,				
13	any or all of the following requirements:  (1) That the existing plant, works, or system be repaired, altered, or added to.				
14	<ul> <li>(2) That the existing plant, works, or system be repaired, altered, or added to.</li> <li>(2) That purification or treatment works be installed.</li> <li>(3) That the source of the water supply be changed.</li> <li>(4) That no additional service connection be made to the system.</li> </ul>				
15					
16	(5) That the water supply, the plant, or the system be monitored.				
17	(6) That a report on the condition and operation of the plant, works, system, or water supply be submitted to the department.				
18					
19	Title 22, CCR, Section 64431 (hereinafter "Section 64431"), states in relevant				
20	part:				
21					
22	Public water systems shall comply with the primary MCLs in table 64431-A as				
23	specified in this article.				
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25					
26					
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# Table 64431-A Maximum Contaminant Levels Inorganic Chemicals

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Maximum Contaminant Level, mg/L
1.
0.006
0.010
7 MFL*
1.
0.004
0.005
0.05
0.15
2.0
0.010
0.002
0.1
45.
10.
1.
0.006
0.05
0.002

<sup>\*</sup> MFL=million fibers per liter; MCL for fibers exceeding 10 um in length.

Title 22, CCR Section 64432 (hereinafter "Section 64432") provides in relevant part:

### Section 64432

- (g) If the level of any inorganic chemical, except for nitrate, nitrite, nitrate plus nitrite, or perchlorate, exceeds the MCL, the water supplier shall do one of the following:
- (1) Inform the Department within 48 hours and monitor quarterly beginning in the next quarter after the exceedance occurred; or
- (2) Inform the Department within seven days from the receipt of the analysis and, as confirmation, collect one additional sample within 14 days from receipt of the analysis. If the average of the two samples collected exceeds the MCL, this information shall be reported to the Department within 48 hours and the water supplier shall monitor quarterly beginning in the next quarter after the exceedance occurred.

- (h) If the concentration of an inorganic chemical exceeds ten times the MCL, within 48 hours of receipt of the result the water supplier shall notify the Department and resample as confirmation. The water supplier shall notify the Department of the result(s) of the confirmation sample(s) within 24 hours of receipt of the confirmation result(s).
- (1) If the average concentration of the original and confirmation sample(s) is less than or equal to ten times the MCL, the water supplier shall monitor quarterly beginning in the quarter following the quarter in which the exceedance occurred.
- (2) If the average concentration of the original and confirmation sample(s) exceeds ten times the MCL, the water supplier shall, if directed by the Department;
- (A) Immediately discontinue use of the contaminated water source; and
- (B) Not return the source to service without written approval from the Department.
- (i) Compliance with the MCLs shall be determined by a running annual average; if any one sample would cause the annual average to exceed the MCL, the system is immediately in violation. If a system takes more than one sample in a quarter, the average of all the results for that quarter shall be used when calculating the running annual average. If a system fails to complete four consecutive quarters of monitoring, the running annual average shall be based on an average of the available data.

### STATEMENT OF FACTS

The Division is informed by the Rand Communities Water District Water System (hereinafter "Water System") and believes that the Water System is a community water system located in Kern County that supplies water for domestic purposes to approximately 450 individuals through approximately 260 service connections. The Water System operates under Domestic Water Supply Permit No. 03-92-029, issued on December 4, 1992. The Water System is a community public water system as defined in CHSC, section 116275.

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The Water System utilizes two groundwater wells as its source of domestic water. Title 22. CCR. Division 4. Chapter 15. Article 4, establishes primary drinking water standards and monitoring and reporting requirements for inorganic constituents. Community and nontransient noncommunity water systems must comply with the maximum contaminant level for arsenic of 0.010 mg/L, as established in Title 22 CCR Section 64431.

Samples collected from the Water System on May 15, 2007, showed arsenic concentrations of 0.024 mg/L in Prather Well 01 (PS Code 1510016-001). Samples collected from the Water System on February 4, 2008, showed arsenic concentrations of 0.011 mg/L in Prather Well 02 (PS Code 1510016-002). Therefore, in accordance with Section 64431 (g), the Water System was required to begin quarterly arsenic monitoring of each well, unless it chose to submit an additional samples, which it did not do. Section 64431 (i) provides that compliance with the arsenic MCL is based on a "running annual average" (RAA) of the quarterly monitoring samples, computed each guarter. Further, Section 64431 (i) states: "if any one sample would cause the annual average to exceed the MCL, the system is immediately in violation."

A summary of the Water System's arsenic monitoring is presented in Table 1 below. All results are as reported to the Division by the laboratory that performed the analysis.

Table 1: Prather Well 01 and Prather Well 02 Arsenic Monitoring Results and RAA values

	RAA values				
	Prather	Prather	Prather	Prather	
Sample Quarter	Well 01	Well 01	Well 02	Well 02	
Campic scianter	Result	RAA	Result	RAA	
	(mg/L)	(mg/L)	(mg/L)	(mg/L)	
2 <sup>nd</sup> Quarter of 2007		N/A	No	N/A	
2 Guartor or 2007	0.024		Sample	51 10 10 11	
3 <sup>rd</sup> Quarter of 2007		N/A	No	N/A	
G Gaarter of 2007	0.022		Sample		
4 <sup>th</sup> Quarter of 2007	No	N/A	No	N/A	
	Sample		Sample		
1 <sup>st</sup> Quarter of 2008	0.023	0.023*	0.01	N/A	
2 <sup>nd</sup> Quarter of 2008	0.022	0.022*	0.011	N/A	
3 <sup>rd</sup> Quarter of 2008	0.027	0.024*	0.0099	N/A	
4 <sup>th</sup> Quarter of 2008	0.023	0.024*	0.01	0.010	
1 <sup>st</sup> Quarter of 2009	0.023	0.024*	0.01	0.010	
2 <sup>nd</sup> Quarter of 2009	0.023	0.024*	0.011	0.011*	
3 <sup>rd</sup> Quarter of 2009	0.025	0.024*	0.011	0.012*	
4 <sup>th</sup> Quarter of 2009	0.023	0.024*	0.015	0.013*	
1 <sup>st</sup> Quarter of 2010	0.0245	0.024*	0.014	0.012*	
2 <sup>nd</sup> Quarter of 2010	0.031	0.026*	0.0092	0.013*	
3 <sup>rd</sup> Quarter of 2010	0.022	0.025*	0.013	0.012*	
4 <sup>th</sup> Quarter of 2010	0.022	0.025*	0.012	0.012*	
	No				
1 <sup>st</sup> Quarter of 2011	Sample	0.025*	0.012	0.012*	
and Owerton of 2011			No		
2 <sup>nd</sup> Quarter of 2011	0.021	0.022*	Sample	0.011*	
3 <sup>rd</sup> Quarter of 2011	0.02	0.021*	0.0091	0.010	
4 <sup>th</sup> Quarter of 2011	0.019	0.020*	0.0094	0.009	
1 <sup>st</sup> Quarter of 2012	0.021	0.020*	0.0089	0.009	
2 <sup>nd</sup> Quarter of 2012	0.019	0.020*	0.01	0.009	
3 <sup>rd</sup> Quarter of 2012	0.022	0.020*	0.0087	0.010	
4 <sup>th</sup> Quarter of 2012	0.02	0.021*	0.014	0.011*	
1 <sup>st</sup> Quarter of 2013	0.022	0.021*	0.011	0.011*	
2 <sup>nd</sup> Quarter of 2013	0.02	0.021*	0.01	0.011*	
3 <sup>rd</sup> Quarter of 2013	0.02	0.021*	0.0096	0.010	
4 <sup>th</sup> Quarter of 2013	0.023	0.021*	0.011	0.011*	
1 <sup>st</sup> Quarter of 2014	0.021	0.021*	0.012	0.011*	
2 <sup>nd</sup> Quarter of 2014	0.019	0.021*	0.0095	0.010	
3 <sup>rd</sup> Quarter of 2014	0.022	0.021*	0.0092	0.010	
4 <sup>th</sup> Quarter of 2014	0.021	0.021*	0.011	0.010	
. 5,5,5,, (5) 51 25 11					

<sup>\*:</sup> Arsenic MCL violation for these quarters due to the RAA value ≥ 0.0105 mg/L.

The first quarter 2008 RAA for Prather Well 01, calculated from the second quarter of 2007 through the first quarter of 2008 sample results averaged over a four quarter period, is 0.023 mg/L, which exceeds the arsenic MCL of 0.010 mg/L. Results of samples taken from water produced by Prather Well 01 since 2007, show the RAA for arsenic in said well continues to exceed the arsenic MCL.

The second quarter 2009 RAA for Prather Well 02, calculated from the third quarter of 2008 through the second quarter of 2009 sample results averaged over a four quarter period, is 0.011 mg/L, which exceeds the arsenic MCL of 0.010 mg/L. Results of samples taken from water produced by Prather Well 01 since 2008, show the RAA for arsenic in said well continues to exceed the arsenic MCL.

### **DETERMINATIONS**

Based on the above Statement of Facts, the Division has determined that the Water System has violated CHSC, Section 116555 and Section 64431 in that the water produced by Prather Well 01 during the first quarter of 2008, exceeded the arsenic MCL as shown in Table 1 above, and further has determined that said violation has continued from 2008 and through the date of this Order.

Based on the above Statement of Facts, the Division has determined that the Water System has violated CHSC, Section 116555 and Section 64431 in that the water produced by Prather Well 02 during the second quarter of 2009, exceeded the arsenic

MCL as shown in Table 1 above, and further has determined that said violation has continued from 2009 and through the date of this Order.

### **DIRECTIVES**

Water System is hereby directed to take the following actions:

- 1. On or before March 9, 2018, comply with Title 22, CCR, Section 64431 and remain in compliance.
- 2. On or before April 9, 2015, submit a written response to the Division indicating its agreement to comply with the directives of this Order and with the Corrective Action Plan addressed herein.
- 3. Commencing on the date of service of this Order, provide quarterly public notification in accordance with **Attachment A**, hereto, of Water System's failure to meet the arsenic MCL during any calendar quarter that the four-quarter running annual average exceeds the MCL.
- 4. Commencing on the date of service of this Order, submit proof of each public notification conducted in compliance with Directive No. 3, herein above, within10 days following each such notification, using the form provided as **Attachment B**, hereto.

- 5. Commencing on the date of service of this Order collect quarterly samples for arsenic from Prather Well 01 and Prather Well 02, as required by Section 64432(g), and ensure that the analytical results are reported to the Division electronically by the analyzing laboratory no later than the 10<sup>th</sup> day following the month in which the analysis was completed.
- 6. Prepare for Division approval a Corrective Action Plan identifying improvements to the water system designed to correct the water quality problem (violation of the arsenic MCL) and ensure that the Water System delivers water to consumers that meets primary drinking water standards. The plan shall include a time schedule for completion of each of the phases of the project such as design, construction, and startup, and a date as of which the Water System will be in compliance with the arsenic MCL, which date shall be no later than March 9, 2018.
- On or before June 9, 2015, present the Corrective Action Plan required under Directive No. 6, above, to the Division in person at the Division's offices located at 4925 Commerce Drive, Suite 120, Bakersfield, California 93309.
- 8. Timely perform the Division approved Corrective Action Plan and each and every element of said plan according to the time schedule set forth therein.

- 9. On or before September 9, 2015, and every three months thereafter, submit a report to the Division in the form provided as **Attachment C**, hereto, showing actions taken during the previous calendar three months to comply with the Corrective Action Plan.
- 10. Not later than ten (10) days following the date of compliance with the arsenic MCL, demonstrate to the Division that the water delivered by Water System complies with the arsenic MCL.
- 11. Notify the Division in writing no later than five (5) days prior to the deadline for performance of any Directive set forth herein if Water System anticipates it will not timely meet such performance deadline.

All submittals required by this Order shall be addressed to:

Jaswinder S. Dhaliwal, Senior Sanitary Engineer State Water Resources Control Board Division of Drinking Water, Tehachapi District 4925 Commerce Drive, Suite 120 Bakersfield, California 93309

As used in this Order, the date of issuance shall be the date of this Order; and the date of service shall be the date of service of this Order, personal or by certified mail, on the Water System.

 The Division reserves the right to make such modifications to this Order and/or to issue such further order(s) as it may deem necessary to protect public health and safety. Such modifications may be issued as amendments to this Order and shall be deemed effective upon issuance.

Nothing in this Order relieves Water System of its obligation to meet the requirements of the California SDWA, or any regulation, standard, permit or order issued thereunder.

### PARTIES BOUND

This Order shall apply to and be binding upon Water System, its owners, shareholders, officers, directors, agents, employees, contractors, successors, and assignees.

### **SEVERABILITY**

The Directives of this Order are severable, and Water System shall comply with each and every provision hereof, notwithstanding the effectiveness of any other provision.

### **FURTHER ENFORCEMENT ACTION**

The California SDWA authorizes the Board to: issue a citation with assessment of administrative penalties to a public water system for violation or continued violation of the requirements of the California SDWA or any regulation, permit, standard, citation, or order issued or adopted thereunder including, but not limited to, failure to correct a violation identified in a citation or compliance order. The California SDWA also authorizes the Board to take action to suspend or revoke a permit that has been issued to a public water system if the public water system has violated applicable law or regulations or has failed to comply with an order of the Board; and to petition the superior court to take various enforcement measures against a public water system that has failed to comply with an order of the Board. The Board does not waive any further enforcement action by issuance of this Order.

Carl L. Carlucci, P.E., Chief Date
Central California Section

State Water Resources Control Board

Division of Drinking Water

Certified Mail No. 7010 3090 0002 0396 4468

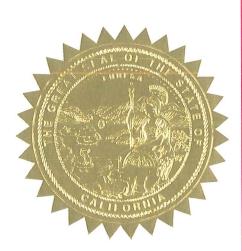
### <u>Attachments</u>

Attachment A: Public Notification Template Attachment B: Proof of Notification Template

Attachment C: Quarterly Progress Report Template

Cc: Board of Directors, Rand CWD

Kern County Environmental Health Services Department



### **Instructions for Tier 2 Arsenic MCL Notice Template**

### **Template Attached**

Since exceeding the arsenic maximum contaminant level (MCL) is a Tier 2 violation, you must provide public notice to persons served as soon as practical but within 30 days after you learn of the violation [California Code of Regulations Title 22, Chapter 15, Section 64463.4(b)]. Each water system required to give public notice must submit the notice to the Department for approval prior to distribution or posting, unless otherwise directed by the Department [64463(b)].

#### **Notification Methods**

You must use the methods summarized in the table below to deliver the notice to consumers. If you mail, post, or hand deliver, print your notice on letterhead, if available.

If You Are a	You Must Notify Consumers by	and By One or More of the Following Methods to Reach Persons Not Likely to be Reached by the Previous Method
Community	Mail or direct delivery (a)	Publication in a local newspaper
Water System [64463.4(c)(1)]		Posting in public places served by the water system or on the Internet (b)
		Delivery to community organizations
Non-Community Water System	Posting in conspicuous locations throughout the	Publication in a local newspaper or newsletter distributed to customers
[64463.4(c)(2)]	area served by the water system <sup>(b)</sup>	Email message to employees or students
		Posting on the Internet or intranet (b)
		Direct delivery to each customer

(a) Notice must be distributed to each customer receiving a bill including those that provide their drinking water to others (e.g., schools or school systems, apartment building owners, or large private employers), and other service connections to which water is delivered by the water system.

(b) Notice must be posted in place for as long as the violation or occurrence continues, but in no case less than seven days.

The notice attached is appropriate for the methods described above. However, you may wish to modify it before using it for posting. If you do, you must still include all the required elements and leave the health effects and notification language in italics unchanged. This language is mandatory [64465].

### Multilingual Requirement

<u>Spanish.</u> Each public notice must contain information in Spanish regarding (1) the importance of the notice or (2) contain a telephone number or address where Spanish-

<u>Non-English Speaking Groups Other than Spanish-Speaking.</u> For each group that exceeds 1,000 residents or 10% of the residents in the community served, whichever is less, the public notice must (1) contain information in the appropriate language(s) regarding the importance of the notice or (2) contain a telephone number or address where such residents may contact the water system to obtain a translated copy of the notice or assistance in the appropriate language.

### **Population Served**

Make sure it is clear who is served by your water system -- you may need to list the areas you serve.

### **Corrective Action**

In your notice, describe corrective actions you are taking. Do not use overly technical terminology when describing treatment methods. Listed below are some steps commonly taken by water systems with chemical or radiological violations. Use one or more of the following actions, if appropriate, or develop your own:

- "We are working with [local/state agency] to evaluate the water supply and researching options to correct the problem. These options may include treating the water to remove arsenic or connecting to [system]'s water supply."
- "We have stopped using the contaminated well. We have increased pumping from other wells, and we are investigating drilling a new well."
- "We will increase the frequency at which we test the water for arsenic."
- "We have since taken samples at this location and had them tested. They show that we meet the standards."

### After Issuing the Notice

Send a copy of each type of notice and a certification that you have met all the public notice requirements to the Department within ten days after you issue the notice [64469(d)]. You should also issue a follow-up notice in addition to meeting any repeat notice requirements the Department sets.

It is recommended that you notify health professionals in the area of the violation. People may call their doctors with questions about how the violation may affect their health, and the doctors should have the information they need to respond appropriately.

It is a good idea to issue a "problem corrected" notice when the violation is resolved.

### IMPORTANT INFORMATION ABOUT YOUR DRINKING WATER

Este informe contiene información muy importante sobre su agua potable.

Tradúzcalo o hable con alguien que lo entienda bien.

# Rand CWD Has Levels of Arsenic Above the Drinking Water Standard

Our water system recently violated a drinking water standard. Although this is not an emergency, as our customers, you have a right to know what you should do, what happened, and what we are doing to correct this situation.
We routinely monitor for the presence of drinking water contaminants. Based on the samples collected from ( Quarter) to ( Quarter), water produced by Prather Well 01 and Prather Well 02 contained an average of milligrams per liter and milligrams per liter of arsenic, respectively. Prather Well 01 and Prather Well 02 produce water that is above the arsenic maximum contaminant level (MCL) of 0.010 mg/L. This standard is based upon the running annual average of the most recent quarterly arsenic monitoring.
What should I do?
You do not need to use an alternative water supply (e.g., bottled water).
<ul> <li>This is not an emergency. If it had been, you would have been notified immediately. However, some people who drink water containing arsenic in excess of the MCL over many years may experience skin damage or circulatory system problems, and may have an increased risk to getting cancer.</li> </ul>
<ul> <li>If you have other health issues concerning the consumption of this water, you may wish to consult your doctor.</li> </ul>
What happened? What is being done?
Rand CWD is working with the State Water Resources Control Board, Division of Drinking Water to resolve the high arsenic problem.
For more information, please contact at
Please share this information with all the other people who drink this water, especially those who may not have received this notice directly (for example, people in apartments, nursing homes, schools, and businesses). You can do this by posting this public notice in a public place or distributing copies by hand or mail.
This notice is being sent to you by Rand CWD.
State Water System ID#: 1510016 Date distributed:

### Certification of Completion of Public Notification (Include a Copy of Public Notice with the Certification of Completion of Public Notification)

This form, when completed and returned to the Division of Drinking Water – Tehachapi District (4925 Commerce Drive, Suite 120, Bakersfield, CA 93309 or fax to 661-335-7316), serves as certification that public notification to water users was completed as required by Title 22, California Code of Regulations, Sections 64463-64465.

Public	Water Sys	stem Name:	Rand CWD
Public	Water Sys	stem No.:	1510016
Public	notification	for arsenic MCL viola	ation for the ( ) Quarter of
was pe	rformed by	the following method(	s) (check and complete those that apply):
	The notice	was mailed to users o A copy of the notice is	on:s attached.
	The notice	was hand delivered to A copy of the notice is	water customers on:s attached.
	The notice	was published in the lo A copy of the newspap	
	The notice	A copy of the notice is	cuous places on:s attached. notice was posted is attached.
		A copy of the notice is	munity organizations on:s attached. ganizations the notice was delivered to is attached.
l hereb	y certify tha	at the above information	n is factual.
			Printed Name
			Title
			Signature
			Date

**Disclosure:** Be advised that Section 116725 and 116730 of the California Health and Safety Code state that any person who knowingly makes any false statement on any report or document submitted for the purpose of compliance with the attached order may be liable for a civil penalty not to exceed five thousand dollars (\$5,000) for separate violation each day that the violation continues. In addition, the violators may be prosecuted in criminal court and, upon conviction, be punished by a fine of not more than \$25,000 for each day of violation, or be imprisoned in the county jail not to exceed one year, or by both the fine and imprisonment.

Due to the Division of Drinking Water within 10 days of issuance of notice to customers

Enforcement Action No. <u>03-19-15O-004</u>

**Quarterly Progress Report** 

Water System:	Water System No.:
Compliance Order No.:	Violation:
Calendar Quarter:	Date Prepared:
implement the directives of the Compliance Ord	I ter System personnel with appropriate authority to er and the Corrective Action Plan. Please attach ess report must be submitted by the 10th day of each r, Tehachapi District Office.
Summary of Compliance Plan:	
Tasks completed in the reporting quarter	
Tasks remaining to complete:	
,	
Anticipate compliance date:	
Name	Signature
Title	Date